

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.W6/32(1)/2012-PO.I

Office of the Managing Director  
Mushirabad: Hyderabad.

NOTIFICATION NO: PD-2/13, DATED:04.02.2013

SUB: AWARDS – Grant of Cash Awards to meritorious Children of Officers/  
Employees prosecuting further studies during the year 2012-13 – Reg.

REF:- 1. Corporation Resolution No.99/86, Dt. 16-06-1986.

2. Cir.No. PD-93/86 Dt. 01-08-1986.

3. Cir.No. PD- 1/95, Dt. 05-01-1995.

4. Cir.No. PD-67/95, Dt. 25-10-1995.

5. Cir.No. PD-10/09, Dt. 04-03-2009.

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Awards are being given every year to the Employee's/Officer's children who have passed SSC, Intermediate and Graduation with meritorious marks and continuing further studies i.e., Intermediate/Polytechnic (2 years), Degree ( 3 years only) and P.G. (2 years only).

The number of Cash Awards is limited to 5 merit students in each course to the Children of Officers/Employees working in respect of Head Office, 16 in respect of VZM & NLR Zones and 17 in respect of GHZ, HZ, KRMR, KDP & VJA Zones. The grant will be continued till the course is regularly completed by the candidates without break/detention.

The sanction of cash award will be continued at the same unit till the completion of the course where the first sanction for the course was given, in case any Officer/employee gets transfer during the academic year. Therefore, such Officers/Employees may submit their applications as at Annexure-C to the previous unit with the certification of their Unit Officers concerned.

Accordingly, it is decided to invite applications from the eligible Officers/Employees for grant of cash awards to their children for the year 2012-13 (i.e., those who have passed on merit during 2011-12). The list of courses for which Cash Awards are granted is in the Annexure-A. Guidelines for grant of Cash Award in pursuance of Corporation Resolution No.99/86 dated.16.06.1986 are furnished in the Annexure-B. The proforma of application for grant of Cash Award is as in the Annexure-C.

The cash awards payable are as follows:

1. Rs.1,000/- each for Intermediate 1<sup>st</sup> & 2<sup>nd</sup> years.
2. Rs.1,200/- each for graduation 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.
3. Rs.1,500/- each for Post-graduation 1<sup>st</sup> & 2<sup>nd</sup> year.

NOTE : THE NOTIFICATION CAN ALSO BE DOWNLOADED FROM RTCWAN  
CPM/PO-I FOLDER FOR TAKING NECESSARY XEROX COPIES

Contd..2

Criteria for submission of applications.

At Head Office:

The eligible Officers/Employees working at Head Office units including Body Building Unit, APSRTC Hospital, Tarnaka, Transport Academy & Printing Press have to submit applications in the prescribed proforma for grant of Awards to their children for the Academic year 2012-13 (i.e. those who have passed on merit during the Academic year 2011-12).

All applications in the prescribed proforma should be submitted to Personnel Officer.I through Dy CPM (A) in respect of Officers of Head Office Units, PO.II in case of employees working in Tarnaka Hospital, Transport Academy, Head Office Units and LW & IRO in case of BBW and Printing Press within the stipulated date mentioned below for further action.

At Zones:

The eligible Officers/Employees shall submit the applications in the prescribed proforma to the Unit Officers concerned within the stipulated date. The Unit Officer in turn has to submit the same to the Dy. Chief Personnel Manager, Zone within the time for further action.

The guidelines for grant of Award to the meritorious children of eligible employees are enumerated at Annexure-B

The programme for submission of application is as follows:

- a) Last date for submission of applications  
by the employees to the Unit Officer concerned ---28-02-2013
- b) Submission of application after verification  
by the Unit Officer to PO-I in respect of H.O. ---15-03-2013  
to Dy.CPM (Zones) in respect of Zones

This notification shall be exhibited in all Notice Boards and the Unit Officers/Dy Chief Personnel Managers of the Zone shall give wide publicity to facilitate the eligible employees to submit applications in time. The Unit Officers/Dy. Chief Personnel Manager (Zones) shall adhere to the time schedule given above for processing the applications for sanction by the Dy. Chief Personnel Managers of the Zone concerned..

In-complete and late submission of applications at any stage will render the applications for rejection.

Encl: As above

  
CHIEF PERSONNEL MANAGER

To  
All Officers of Corporation

**ANNEXURE-A**

**LIST OF ELIGIBLE COURSES FOR GRANT OF CASH AWARD**

- I. INTERMEDIATE (Recognised by Board of Intermediate)/Polytechnic (Recognized by Board of Technical Education).
- II. GRADUATION (Affiliated to Govt. Recognised Universities)
- III. POST GRADUATION (Affiliated to Govt. Recognised Universities)

Sl. No.	Course passed during 2011-12	Course studying during 2012-13	No. of Awards allowed		
			H.O	GHZ/HZ/ KRM/R/ KDP/VJA	NLR/ VZM
1	S.S.C.	Intermediate/ Polytechnic			
		1 <sup>st</sup> year	5	17	16
		2 <sup>nd</sup> year	5	17	16
2	Intermediate	Degree			
		1 <sup>st</sup> year	5	17	16
		2 <sup>nd</sup> year	5	17	16
		3 <sup>rd</sup> year	5	17	16
3	Degree	Post Graduation			
		1 <sup>st</sup> year	5	17	16
		2 <sup>nd</sup> year(renewals)	5	17	16

ANNEXURE-B

GUIDELINES FOR GRANT OF CASH AWARDS TO THE MERITORIOUS CHILDREN OF APSRTC EMPLOYEES IN PURSUANCE OF CORPORAION RESOLUTION No.99/86 dated 16<sup>th</sup> June 1986.  
LIST OF ELIGIBLE COURSES FOR GRANT OF CASH AWARD

- 1) All Employees/Officers irrespective of their wage are eligible for claiming Scholarship to their children.
- 2) Only one child (Son/Daughter) of an employee is eligible for grant of either for Professional Course or Cash Award.
- 3) The Cash Award shall be granted only to meritorious students who secure higher marks in SSC, Intermediate and Graduation examinations.

4) The No. of merit Cash Award are limited to 5 in Head Office, 16 in respect of NLR & VZM Zones and 17 in respect of GHZ, HZ, KRMR, KDP, VJA Zones for each year.

5) If the student discontinues the course in the middle or fails in any year of the course, the Cash Award amount shall not be granted thereafter.

→ 6) The course student pursuing must have been recognized either by the Government of A.P., Government of India, Universities Grants Commission and any University situated in A.P.

7) Application form shall be in the proforma as at Annexure-C.

8) The student who obtained aggregate of 60% of marks and above in one attempt are only eligible to apply for the Cash Award. Total marks obtained in SSC, Intermediate and Graduation irrespective of the Subjects/Groups/Courses/Board/Universities is the sole criteria for sanctioning of cash award.

9) Cash Awards to the meritorious children are granted even if he/she happens to be the recipient of Scholarship from Labour Fund of Andhra Pradesh.

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ANNEXURE-C

APPLICATION FOR GRANT OF CASH AWARD TO THE CHILDREN OF APSRTC  
EMPLOYEES FOR PROSECUTING FURTHER STUDIES AFTER SSC,  
INTERMEDIATE AND GRADUATION.

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Affix Passport size Photograph duly  
Attested by the Head of the University/  
College (for renewals Photograph is not  
Necessary)  
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- 1) Name of the Son/Daughter :
- 2) Qualifying examination :  
Passed in 2011-12
- 3) Percentage of marks obtained :  
in qualifying examination  
(enclose true copy of  
Memorandum of marks and  
Pass certificate with attestation  
by the Gazetted Officer or  
Unit Officer)
- 4) Details of Course student :  
Pursing during the year 2012-13
- 5) Name of the Board/University/  
Institution :
- 6) Date of admission :  
(Enclose Bonafide Certificate from  
the Head of the Institution)

I certify that the particulars furnished from Sl.No. 1 to 6 above are correct.

Station

Signature of the student

Signature of the employee

Signature of  
Head of the Institution/College  
(With Seal)

p.t.o.

**II. PARTICULARS OF THE EMPLOYEE:**

- 1) Name of the employee  
(in Block letters) :
- 2) Staff No. :
- 3) Designation :
- 4) Place of work :
- 5) No. of children :
- 6) Name of the child for whom the  
Cash Award is claimed for :

**III. DECLARATION OF THE EMPLOYEE:**

1. I certify that I have ~~not~~ applied for grant of Cash Award to only one child whose particulars are mentioned above, and not for any other child.
2. I have/have not applied for Educational Assistance towards Professional Courses in respect of my son/Daughter who is studying \_\_\_\_\_ (name of the course).
3. I also certify that I am not in receipt of any financial assistance towards Education of my Son/Daughter from any other sources.
4. I hereby agree that in case any of the facts mentioned in the application are found to be incorrect at a later date, disciplinary action can be initiated against me as per the rules in force. If my Son/Daughter fails in any subject or discontinues his/her Education at any time, I will inform the same to the Management.

Station:  
Date:

SIGNATURE OF THE EMPLOYEE  
NAME:  
STAFF NO:  
DESIGNATION:

Forwarded to Personnel Officer-I/Dy.Chief Personnel Manager (Zone)

I certify that the particulars of the employee furnished from Sl.No.1 to 5 at II are correct.

UNIT OFFICER